Finance/Personnel Committee

335 South Broadway
De Pere, WI 54115
https://www.deperewi.gov/

Regular Meeting

Minutes

Tuesday, May 9, 2023 **7:00 PM** **Council Chambers and Virtual**

1. Call to Order. The meeting was called to order at 7:00 PM by Mayor James Boyd.

Attendee Name	Title	Status	Arrived
Devin Perock	Alderperson	Present	
Pamela Gantz	Alderperson	Present	
James Boyd	Mayor	Present	
Amy Chandik Kundinger	Alderperson	Present	
John Quigley	Alderperson	Present	

Also Present: Fire Chief Alan Matzke, City Attorney Anthony Wachewicz, City Administrator Lawrence Delo, Development Services Director Daniel Lindstrom, Attorney Patrick Leigl, Human Resources Director Shannon Metzler, Attorney Sean Lees, GIS Manager/Project Manager William Boyle (remote), Finance Director-Treasurer Pamela Manley, Health Director/Officer Deborah Armbruster (remote), Tina Quigley of Definitely De Pere (remote), Maintenance Supervisor Thomas Blohowiak, Public Works Director Scott Thoresen, Police Chief Jeremy Muraski (remote), Jessica Diederich of Greater Green Bay Habitat for Humanity, Parks, Recreation & Forestry Director Marty Kosobucki, members of the De Pere Fire Department and members of the public.

2. Election of the Vice Chair of the Finance/Personnel Committee.

Mayor Boyd requested nominations for Vice Chair. Alderperson Chandik Kundinger nominated Alderperson Quigley. Mayor Boyd indicated a second was not needed.

Mayor Boyd closed nominations as no additional nominations were presented.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Amy Chandik Kundinger, Alderperson
AYES:	Perock, Gantz, Boyd, Kundinger, Quigley

3. Approval of the Minutes from the April 11, 2023, Regular Meeting of the Finance/Personnel Committee.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	James Boyd, Mayor
SECONDER:	John Quigley, Alderperson
AYES:	Perock, Gantz, Boyd, Kundinger, Quigley

4. Public comment upon matters not on the agenda. Comments made during the public comment period shall pertain only to matters under the jurisdiction of the Finance/Personnel Committee.§6-3(f) DPMC

None.

5. Consideration and Possible Action on Fire Union Grievance Denial Appeal.

Mayor Boyd introduced Attorney Patrick Leigl of the Village of Ashwaubenon who is advising the Committee as City Attorney Anthony Wachewicz will be representing the

City. Attorney Liegl explained the process for the hearing and that he would provide guidance to the Committee as special counsel.

Attorney Sean Lees of MacGillis Wiemer presented first on behalf of the Local Fire Union and the Grievant, Lieutenant Lotter in appeal of the denial of his grievance, Step 2 of the process. Lt. Lotter was disciplined regarding a February 1, 2023, non-transport call and a February 6, 2023, transport call. Both calls resulted in good outcomes for the patients and involve the process of taking vitals, specifically blood pressure readings. The 2/1 incident involved a fallen patient and while a blood pressure reading was attempted there was an equipment issue in that the cuff malfunctioned and would not hold air. A discussion occurred with Lt. Lotter after this incident that it is mandatory to take vitals, including blood pressure, even on non-transport calls. The 2/6 patient was transported to the Emergency Room for breathing difficulties; the blood pressure reading was attempted during transport, and again there were issues with equipment timing out and not registering; the continuous positive airway pressure (CPAP) was not working properly either and the hose was blowing air. A judgment call was made to get the patient to the hospital for treatment. Lieutenant Lotter looked at the totality of the circumstances and elected to get treatment to the patient as soon as possible and thought this action was in the best interest of the patient; there was a positive outcome for the patient. He did not have success in taking blood pressure; there is an expectation of full vitals for all calls. He brought the issue to the attention of his Battalion Chief for both incidents as soon as he was able.

These two situations initiated an internal investigation and interviews, which resulted in the written reprimand letter from the Chief. The Union believes the discipline is not warranted as to an extension of a probationary period as Lt. Lotter was not on probation; the contract does not reference probationary periods for promotions, but that the Police and Fire Commission (PFC) will govern the rules. Documents were requested related to rules regarding promotions and probationary periods; no documents were provided, and the general City policy carves out police and fire (as represented) from the probationary policy. Further, the Performance Improvement Plan (PIP) is a disciplinary measure that is inappropriate under the totality of the circumstances; no objective measures are shown as to how to get off the plan or goals and measures of the PIP; no additional documentation was received stating what the objectives are; and the PIP indicates Lt. Lotter will be subject to further discipline if he doesn't comply, up to and including termination. It is their position this is not a disciplinary situation, and the consequences of a full-blown investigation will make members of the department afraid to bring up issues that happen in the field. Ultimately, Attorney Lees believes an appropriate remedy is to consider coaching sessions for these instances and requests withdrawal of the disciplinary letter, specifically regarding the probationary period and PIP.

Chief Matzke spoke on behalf of the City and referenced an internal investigation that precipitated this incident, where the omission of some caregivers did cause great harm to a patient in not taking blood pressure. Discipline was executed and Lt. Lotter was part of those discussions and was well aware of the issue. Chief Matzke believes that prior to Lt. Lotter advising of the 2/1 incident, it was already flagged through quality assurance, which prompted the Battalion Chief on duty to circle back with him as to what happened. A robust remediation plan has also occurred hosted by the Medical Director (a 3-hour Continuing Medical Education training) on documentation and collecting vital signs for liability reduction. A directive was given that "you will take a blood pressure on every call"; there is no excuse not to take BP when the organization is on high alert. While he understands there was no patient harm, a lieutenant is "a working boss" of the department, will make or break the success of the organization, and is essential to enforcing policy, procedure and protocol. When the directive was not followed, it was immediately remediated, and Lt. Lotter got defensive when questioned. Lt. Lotter documented the malfunctioning equipment, but there is extra equipment available and other avenues to utilize. Lt. Lotter acknowledged the 2/1 matter after directive coaching and remediation and indicated that he will make every effort to obtain vitals going forward, and another instance then occurred on 2/6. Another training session conducted by Dr. Zemple advised that while the CPAP is used for difficulty breathing, it cannot be used on someone who has not had vitals or BP taken. A lieutenant must support department procedure and Lt. Lotter did not execute his directive.

City Attorney Wachewicz provided comments to the Union's position on probation and the PIP. Addressing the extension of probation, Lt. Lotter was appointed by the Chief via letter in April of 2022 within his inherent authority under Wis. Stats. Section 62.13(4) to appoint subordinants, subject to approval by the PFC, and is subject to any employee or any position in the department. The City believes that under the Collective Bargaining Agreement (CBA), coupled with the Chief's authority, provides his ability to promote, put promotees on probation and to control the probation process. It is a condition to success in employment and is valid as to the matter at hand. The PIP is something that is a work in progress and is not disciplinary in nature; therefore the PIP is not subject to the grievance proceedings.

Attorney Lees indicated in rebuttal that the contract is a negotiated binding agreement; he has concerns with the Chief saying Lotter was on a probationary period and believes he cannot do it as it is not in the contract and cannot be done retroactively without prior notice. Article 5 of the CBA does not reference probationary periods for promotions. The PFC is tasked with governing rules regarding promotions; Lt. Lotter was not provided notice of probation. Attorney Lees disagrees with the Chief and believes the instances subject to this matter are two different situations and emphasized the positive outcomes. The PIP letter indicates it is a disciplinary letter and is categorized as discipline; Attorney Lees is concerned it is a work in progress, weeks or months following the incident, and into the six-month time period the PIP is not in place. The Union is prepared to move forward as fundamental issues regarding notice are concerning. The Union again requests that the Committee find in favor of the Grievant and consider both instances for coaching as Lt. Lotter brought forward the issues as soon as he could.

Chief Matzke replied that in his 37 years with the department, he has held all positions with the exception of mechanic and understood that he was on a probationary period with each position change and believes there are certainly others who felt that way also. CA Wachewicz added that the contractual language indicates "a newly appointed employee" and is not specific to new hires; a probationary period demonstrates qualifications for positions and is not limited to firefighters. He indicated that the PIP is included in the written warning letter, it is a separate matter designated as non-disciplinary.

Mayor Boyd indicated that the CBAs are always subject to some interpretation and thanked both sides for their explanations. In response to Mayor Boyd, Chief Matzke explained that there is always some equipment failure, but they build in redundancies for extra equipment, and the Medical Director advised there is no debate on taking vitals and the order was issued prior to these calls. Staff has attempted to recreate the issue with the CPAP machine and have not been able to recreate it.

In response to Alderperson Gantz, Chief Matzke advised that the manual blood pressure cuff involved in the first incident had a leak, was disposed of, and a new one was issued. As to the second call, the automatic cuff didn't work well; the issue was because the patient's blood pressure was so far out of normal, the machine was incapable of reading it. Lt. Lotter stated that it cannot be determined that the blood pressure reading was outside of normal, because he was unable to take it, and added that the device does not work well on bumpy roads. As to the manual cuff and the CPAP machine, he has never seen or experienced either of those incidences before in his career. Chief Matzke read the portion of the report that indicates that blood pressure was well outside of normal limits at the ER. Human Resources Director Shannon Metzler added that regardless of the malfunction, there were other means available; the biggest failure was not using other resources.

Alderperson Quigley clarified that Lt. Lotter would have received the same training in January regardless of his position title. Mayor Boyd asked about vitals taken at the scene to which Chief Matzke indicated that a person with respiratory distress may have vitals taken in the ambulance en route. In response to Ald. Gantz, Lt. Lotter explained that based on concern for the patient being in severe respiratory distress and indicating the same experience a week or two prior, he elected to get the patient to the hospital without delay as the BIPAP treatment at the hospital provided relief previously. He made the decision to get the patient the care they needed in the ER as he had issues relying on the automated cuff during transport. He acknowledged the non-transport situation was an error in decision making not to retrieve another monitor; however, the patient presented no injury or illness. In response to Alderperson Chandik Kundinger's question on documentation and probationary, Chief Matzke indicated in this situation remediation was done in a training in January to order one full set of vitals for non-transports and two full sets for transports. Discipline has been more severe in other cases. Lt. Lotter will get a note and a coaching document; his position is pivotal to the organization and lieutenants need to have critical thinking skills and uphold policy, procedure and protocol.

Attorney Lees indicated that the disciplinary letter is dated March 20, and as of May 9, the PIP is not written or implemented. CA Wachewicz indicate that the PIP is pending as part of this process.

Attorney Liegl explained the closed session process and that once reconvened in open session it is only for the purpose of stating the motion of the Committee's decision and not for further discussion or questions.

Mayor Boyd made a Motion to go into closed session at 7:45 PM; seconded by Alderperson Gantz; Motion carried by unanimous roll call vote; he then read the closed session language.

Mayor Boyd made a Motion to return to regular order at 8:02 PM; seconded by Alderperson Gantz; Motion carried by unanimous roll call vote.

Mayor Boyd thanked Attorney Lees, Lt. Lotter and those involved in the presentation of this matter and indicated it was not an easy decision.

Mayor Boyd made a Motion to deny the grievance and uphold the Chief's actions in this matter in their entirety; seconded by Alderperson Quigley.

Mayor Boyd then thanked Attorney Leigl for his assistance with this matter.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	James Boyd, Mayor
SECONDER:	John Quigley, Alderperson
AYES:	Perock, Gantz, Boyd, Kundinger, Quigley

6. Consideration and Possible Action on the April 2023 Police Overtime Report.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	James Boyd, Mayor
SECONDER:	Devin Perock, Alderperson
AYES:	Perock, Gantz, Boyd, Kundinger, Quigley

7. Consideration and Possible Action on the Fire Department Overtime and LifeQuest Billing Reports for April, 2023.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Pamela Gantz, Alderperson
SECONDER:	Devin Perock, Alderperson
AYES:	Perock, Gantz, Boyd, Kundinger, Quigley

8. Recommendation and Possible Action to Decrease Number of Hours for Lifeguard Certification/Recertification Cost Reimbursement*

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	James Boyd, Mayor
SECONDER:	Pamela Gantz, Alderperson
AYES:	Perock, Gantz, Boyd, Kundinger, Quigley

9. Consideration and Possible Action on purchase of indoor drone for Public Safety Enhancement.*

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	John Quigley, Alderperson
SECONDER:	Devin Perock, Alderperson
AYES:	Perock, Gantz, Boyd, Kundinger, Quigley

10. Consideration and Possible Action on 2023 Tax Bill Preparation Agreement with Brown County.*

    Finance Director-Treasurer Manly advised that there is no difference from last year's agreement.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	James Boyd, Mayor
SECONDER:	Devin Perock, Alderperson
AYES:	Perock, Gantz, Boyd, Kundinger, Quigley

11. Review and Possible Action on City of De Pere Investments and Cash Detail report for March 2023.

Finance Director-Treasurer Manley explained there is a memo in the packet and the Committee should have received an e-mail with attachments initially missed from packet. She indicated in summary that the City is doing well financially.

Mayor Boyd made a Motion to place the cash and investment report on file; seconded by Alderperson Perock.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	James Boyd, Mayor
SECONDER:	Devin Perock, Alderperson
AYES:	Perock, Gantz, Boyd, Kundinger, Quigley

12. Consideration and Possible Action on Funding for Environmental Testing for Nelson Pavilion.

Mayor Boyd advised that this item is for the testing needed result from this item being recently removed from a previous Common Council agenda.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	James Boyd, Mayor
SECONDER:	Pamela Gantz, Alderperson
AYES:	Perock, Gantz, Boyd, Kundinger, Quigley

13. Consideration and Possible Action on funding the City Hall front desk remodel*

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	John Quigley, Alderperson
SECONDER:	Pamela Gantz, Alderperson
AYES:	Perock, Gantz, Boyd, Kundinger, Quigley

14. Consideration and Possible Action for a proposed purchase/sale agreement option terms with And Beyond, LLC for Parcel WD-1138 for a future expansion for Infinity Machine currently located at 2249 American Boulevard*

Development Services Director Lindstrom advised that in 2010 and 2015, options have been utilized to secure property for expansion by And Beyond/Infinity Machine in the West Business Park. An option is being requested again for future development of a research and development center. DSD Lindstrom showed the proposed location and indicated a base analysis of terms is in the packet with a basic site plan. The previous sale option is planned to be used as a baseline template as it was a good agreement for both parties. This option is for 8.9 acres, with $360,000 of sale land value, for a 36-month period. It will contain stipulations for timelines of development and does not preclude Developer to request a deviation to amend the agreement for TIF assistance, but also allows them to exercise the option and move forward with development.

Mayor Boyd clarified his Motion to approve the proposed Sale-Option terms; seconded by Alderperson Chandik Kundinger.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	James Boyd, Mayor
SECONDER:	Amy Chandik Kundinger, Alderperson
AYES:	Perock, Gantz, Boyd, Kundinger, Quigley

15. Consideration and Possible Action on a 270-day Planning Option request from Smet Construction Services for a portion of Parcel WD-L492-B (West Industrial Park)*

Development Services Director Lindstrom advised that this item for Smet is a shorter-term planning option, similar to the one approved in December with Musket Corp. The Planning Option is becoming a more utilized tool, as a result of changes in rates and construction costs as developers are looking at multiple locations. Smet will work with its client on a potential location to see if the area works. Staff has a good baseline template for the option agreement. DSD Lindstrom shared a sample rendering with the Committee, along with the terms specified in the memo in the agenda packet.

Upon further discussion, in response to Alderperson Quigley, DSD Lindstrom explained that the Wisconsin Public Service Distribution Center is carved out of the property that is shaded in blue in the Memo.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	John Quigley, Alderperson
SECONDER:	James Boyd, Mayor
AYES:	Perock, Gantz, Boyd, Kundinger, Quigley

16. Consideration and Possible Action on the utilization of the Housing Affordability Funds "Deeper Roots - Housing Stock Improvement Program"*

Development Services Director Lindstrom advised that he drafted the memo for all four program items together but listed them individually on the Agenda so that the Committee could discuss, approve or make any adjustments to proposed dollar amounts.

In January, a discussion occurred regarding a menu of options that the Common Council weighed during the American Rescue Plan Act (ARPA) study session, modeled off other communities' best practices. The Affordable Housing Stock Improvement Loan Program is intended to make housing improvements for homeowners meeting certain criteria. Loan awards will be a maximum of $20,000 at zero interest for a 10-year term, with no payment for first five years. This is more generous than other communities as drafted and is limited to those making 100% or less of the median county income. Only single- or two-family homes with assessed value at or below 120% of the median assessed value is proposed to be eligible; however, staff has since researched eligibility further and recommends a reduction to 100% of the median assessed value be used.

In discussion with Alderperson Chandik Kundinger, DSD Lindstrom advised that $500,000 be initially allocated to try to get to the most targeted neighborhoods, but it can be expanded if not being utilized; the purpose is to get the older housing stock. The Mayor added that $100,000 is to be funded by ARPA, and he made a Motion to approve, for homes below 100% of the median assessed value; seconded by Alderperson Gantz.

Upon further discussion, in response to Alderperson Quigley, DSD Lindstrom confirmed there will be a new map.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	James Boyd, Mayor
SECONDER:	Pamela Gantz, Alderperson
AYES:	Perock, Gantz, Boyd, Kundinger, Quigley

17. Consideration and Possible Action on the utilization of the Housing Affordability Funds "Look Up Downtown - Upper Story Residential Activation and Renovation Program"*

Development Services Director Lindstrom advised that Look up De Pere is a targeted approach for upper stories in downtown properties aimed to offset lost affordable units such as those in the 100 South Broadway block and the potential loss of Lawton Apartments due to the expiration of the 30-year requirement. This program will bring affordable units to downtown, providing five-year forgivable loans to building owners for improvements that establish residential units above storefronts at $5,000 per unit up to six units, for a maximum of $30,000, limited for affordability pursuant to Wisconsin Housing and Economic Development Authority (WHEDA) income and rent limit standards and reporting on an annual basis over the 60 months.

In response to Administrator Delo, DSD Lindstrom advised that he will be monitoring reporting and tracking for the program, although it could be contracted as an affordability expense.

Upon further discussion Alderperson Quigley verified that these programs will require Council approval.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	James Boyd, Mayor
SECONDER:	Pamela Gantz, Alderperson
AYES:	Perock, Gantz, Boyd, Kundinger, Quigley

18. Consideration and Possible Action on the utilization of the Housing Affordability Funds Habitat for Humanity "Rock the Block" Program*

Development Services Director Lindstrom indicated this item is for the Rock the Block program and introduced the Executive Director of Habitat for Humanity, Jessica Diederich. They met last year regarding this opportunity and they are excited to bring it forward to the Committee.

Ms. Diederich advised that Habitat for Humanity's main mission is to provide affordable housing; they work as a mortgage company and builder to provide zero interest mortgages and build homes to address affordable housing and to help individuals stay in current housing. The Rock the Block Program targets aging homes with repairs that are not able to be done affordably by those within certain income guidelines. Habitat partners with municipalities to go into predetermined neighborhoods to do exterior improvements for up to 30 projects. Habitat does all the administrative and scope work for projects to improve the exterior of homes; it improves an entire neighborhood and is great for communities. Habitat proposes to launch the Brown County program in De Pere for a neighborhood that the City believes could use the help. It is a week-long event, with volunteer groups assigned to homes to work on projects and a celebration follows once work is accomplished.

In response to Mayor Boyd, DSD Lindstrom explained that the total funding from the City for this program is $400,000 for a project neighborhood on each side of the river ($50,000 of ARPA funding, $150,000 of affordability funds and businesses/corporate donations of $200,000 to match the City portion); one side of the river planned in 2024 and the other side in 2025 or 2026.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	James Boyd, Mayor
SECONDER:	Amy Chandik Kundinger, Alderperson
AYES:	Perock, Gantz, Boyd, Kundinger, Quigley

19. Consideration and Possible Action on the utilization of the Housing Affordability Funds to reserve the remaining Housing Affordability funds for (1) a residential lot purchase program to grant residential lots to non-for-profits to infill within newly planned neighborhoods, and (2) include capitalizing funding for affordable housing units in multi-family TIF developments.*

Development Services Director Lindstrom advised that this item is a summary program for utilization of the remaining funds in a more flexible manner, being a reserve fund, with each individual project coming before this Committee and Council for approval. A lot purchase program would have the potential to increase affordable housing in newer neighborhoods, where the City could buy targeted lots to sell at a reduced rate to a non-profit and there is also opportunity to flex residential infrastructure projects. This is meant to be a funding pool to be available as opportunities arise.

The second part of this program is to capitalize funding for multi-family projects, which would allow the City to serve as the "WHEDA element" to allow for projects the City would not otherwise qualify for. Similar to the upper story program, it would mirror a WHEDA program with similar reporting and potentially a consultant could manage the requirements; it is possible to contract with WHEDA for management as well. TIF funds could be used, but there is not a capacity to help as much, so this program could boost that opportunity and bring affordable units into an existing project.

Upon further discussion Administrator Delo asked if it would be predetermined who would be working on the project before a lot is sold due to private covenants which may make the home out of range to build to which DSD Lindstrom explained there would be flexibility to work with developers and home builders; the builder would need to meet the private covenants required of developer and many housing programs have sample plans to meet these levels. In response to Mayor Boyd's question on whether developers would be willing to cooperate in this program, DSD Lindstrom explained that their main concern is that a lot is sold and a home is filled, but many housing programs have a substantial education piece on home ownership and continued follow-up to make certain the ownership is a success.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Pamela Gantz, Alderperson
SECONDER:	John Quigley, Alderperson
AYES:	Perock, Gantz, Boyd, Kundinger, Quigley

20. Consideration and Possible Action to issue a Request for Proposals (RFP) to hire a consultant to prepare a Locally Funded Revolving Loan Program with the former CDBG - Revolving Loan Fund (RLF).*

Development Services Director Lindstrom advised that the City received $600,000 from the state in closure of the Community Development Block Grant (CDBG)-Revolving Loan Fund (RLF) program. One-third of the funding was ultimately used for COVID grants and loans, which should be available for reuse at the end 2024 or early 2025. This item proposes a locally funded RLF program. The former program was focused on job creation, a locally funded program will allow the City to craft its own language and focus on certain types of business growth, but the City will need a consultant to help facilitate program creation and will likely need to partner with a local financial institution to help facilitate the process. $800,000 is the targeted initial amount to fund the new RLF program.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	James Boyd, Mayor
SECONDER:	Pamela Gantz, Alderperson
AYES:	Perock, Gantz, Boyd, Kundinger, Quigley

21. Consideration and Possible Action on the relaunch and rebrand of the Downtown Business Recruitment Program.*

In 2021, the City created a business recruitment program. The program was underutilized due to the state's Badger Bounceback Program, which has now exhausted funding for recruiting business, so this proposal establishes a grant geared toward experienced-based businesses. Staff proposes $150,000 of initial funding for $5,000, $10,000 or $15,000 grants based on scoring; changes to the program were incorporated by the former City Attorney. The grants would be retroactive to January 1 of this year and would include major expansions as well. The Mayor clarified that the business must be located in the Main Street District.

Mayor Boyd made Motion to approve initial funding in the amount of $150,000, retroactive to January 1, for the "Experience De Pere" program; seconded by Alderperson Chandik Kundinger.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	James Boyd, Mayor
SECONDER:	Amy Chandik Kundinger, Alderperson
AYES:	Perock, Gantz, Boyd, Kundinger, Quigley

22. Consideration and Possible Action for the creation of a Brownfield Property Acquisition and Remediation Program.*

Development Services Director Lindstrom advised that staff proposes using the remaining funding for remediation of Brownfield properties not in tax increment districts. It can be difficult for funding properties outside of a TID. It is proposed that $410,000 be reserved for initial funding of the program.

Upon further discussion, Alderperson Quigley thanked DSD Lindstrom for all the work required in assembling these program proposals.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	James Boyd, Mayor
SECONDER:	Pamela Gantz, Alderperson
AYES:	Perock, Gantz, Boyd, Kundinger, Quigley

23. Consideration and Possible Action to reconfigure and relocate a temporary berm on Parcel WD-L492-B*

Development Services Director Lindstrom advised that this berm was initially intended to be fill for the Southern Bridge project.

Residents have requested the berm to be permanent, and due to the new Brown County Landfill, the fill may not be needed for the Southern Bridge, so it is possible to keep the berm and reconfigure it to comply with the transitional buffer requirements.

The berm is shown on a diagram in the packet, and the plan is to level the soil stockpile and extend it to treat adjacent properties the same. This would also clear the parcel for potential development.

He then showed a proposed configuration to the Committee and reviewed parameters and transitional yard requirements. Staff will work with Engineering to relocate the berm and work is expected to be completed later this year.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	James Boyd, Mayor
SECONDER:	Devin Perock, Alderperson
AYES:	Perock, Gantz, Boyd, Kundinger, Quigley

24. Future agenda items.

None.

25. Adjournment.

Mayor Boyd made a Motion to Adjourn, seconded by Alderperson Perock. Upon unanimous vote, the meeting adjourned at 9:00 p.m.

***Items with an asterisk require City Council approval.**

Respectfully submitted,
Angela Zills